

Division of Workforce Development

Roderick Nunn  
Director

## MEMORANDUM

**TO:** Workforce Investment Board Directors

**FROM:** Roderick Nunn, Director

**DATE:** March 29, 2006

**SUBJECT:** Local Plan Modification Procedures, DWD Issuance 06-05

The Division of Workforce Development (DWD) has recently revised the Local Plan Modification Procedures, DWD Issuance 06-05. These procedures are to be followed the next time your region modifies its local Workforce Investment Act (WIA) plan. This issuance replaces DWD Issuance 01-00, Change 3.

Some of the major changes in these procedures include:

- Plan modification requirement for a local region that has been sanctioned for failure to meet performance to submit their Performance Improvement Plan as Attachment 7 to their plan;
- When utilizing any of the Department of Labor (DOL)-approved state waivers, check each waivers' issuance to determine if a plan modification is required;
- Elimination of the Statement of Joint Submission requirement -- Instead, the Chief Local Elected Official and Workforce Investment Board (WIB) Chair will sign the cover letter;
- A portion of the effective date determination has been changed from 80 days to 30 days;
- Public notice can now include posting on a local WIB website;
- Proof of publication can now include a newspaper tear sheet that includes the name and date of the publication, or a copy of the website showing the public notice and the date of publication; and
- Submission of the plan modification in electronic format for posting on the Missouri Training and Employment Council's (MTEC) Web site once it is approved.

As you may be aware, the State WIA/Wagner-Peyser Plan has recently been modified and sent to DOL for approval. This modification includes the new faith-based policy that was developed by MTEC. Since this state policy was not developed until after the local plans were completed, the regions were not required to address the faith-based policy until MTEC's policy was established. Once the state plan modification is approved, the local regions will need to develop their own faith-based policy that is consistent with the state's policy. This new policy will result in a local plan modification.

Also, regions submitting applications for the Skilled Workforce Initiative funding will be notified in their approval letter if their local plans will need to be modified due to these projects.

Finally, it is expected that each region will modify their local plan at least once a year due to the new WIA funding allocations.

I hope you find these new procedures to be more accommodating.